
Scholarship and Bursary Rules of CU

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Under section 36 (2) of Act No. 111/1998 Sb., to regulate higher education institutions and to change and amend other laws (the Higher Education Act), the Ministry of Education, Youth and Sports registered the Scholarship and Bursary Rules of Charles University under ref. n. MSMT-38196/2016 on 14 December 2016.

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Mgr. Karolína Gondková

Director of the Higher Education Department

Scholarship and Bursary Rules of Charles University of 14 December 2016

Under sections 9 (1) (b) and 17 (1) (h) of Act No. 111/1998 Sb., to regulate higher education institutions and to change and amend other laws (the Higher Education Act), as amended, the Academic Senate of Charles University has adopted the following Scholarship and Bursary Rules of Charles University as an internal regulation of the University:

Part I Scholarships and Bursaries

Article 1 Introductory Provision

These rules govern the granting of scholarships and bursaries to students of Charles University ("the University").

Article 2 Scholarships and Bursaries

Students may be awarded scholarships and bursaries from the state budget contribution for educational, scientific, RDI (research, development, and innovation), artistic, or other creative activities ("the Contribution"), from the state budget subsidy ("the Subsidy"), from the Scholarships and Bursaries Fund, or from other sources.

Article 3 Types of Scholarships or Bursaries Paid from the Contribution or Subsidy, and the Award and Payment Thereof

1. A scholarship or bursary paid from the Contribution or Subsidy may be awarded to a student in accordance with section 91 of the Higher Education Act, on the following grounds:

- a) for outstanding academic achievement;
- b) for outstanding RDI (research, development and innovation), artistic or other creative achievement contributing to greater knowledge;
- c) for RDI (research, development, and innovation) activities in accordance with special legislation¹;
- d) where the student is in a difficult social situation, including an accommodation bursary;
- e) in cases worthy of special consideration;
- f) to support study abroad;
- g) to support study in the Czech Republic; or
- h) to doctoral students.

2. A scholarship or bursary from the Contribution or Subsidy may be awarded to a student by the dean of the faculty in which the student is enrolled² or by the Rector. The scholarships under paragraph 1 (b) and (c) may also be awarded by the dean of the faculty which offers the relevant programme of study and where the student is not enrolled.

3. A scholarship or bursary may be paid as a periodic payment of the same amount or as a lump sum, by way of a non-cash payment to the student's account. In exceptional circumstances the Rector or the dean may allow a different form of payment.

4. A bursary for doctoral students ("a doctoral bursary") is paid retroactively during the whole year of study as monthly periodic payments of the same amount, or as a lump sum.

5. An accommodation bursary is paid retroactively as a periodic, usually quarterly, payment of the same amount.

6. A bursary for a student who is in a difficult social situation is paid retroactively, as a periodic, usually quarterly, payment of the same amount.

¹ Act No. 130/2002 Sb., to Support Research, Experimental Development and Innovation.

² S. 51 (2) of the Higher Education Act.

7. Where a scholarship or bursary from the Contribution or Subsidy is awarded by the Rector, the Rector will determine the form and dates of payment in a Rector's measure. In other cases, the form and dates of payment will be determined by the dean in a dean's measure.
8. Where it is necessary for an award of a scholarship or bursary to comply with a standard length of study, the length is calculated as commencing on the first day of the academic year of enrolment.
9. Where a student is eligible for an award of a scholarship or bursary paid as a periodic payment of the same amount only during part of a calendar month, the amount of the scholarship or bursary is proportionate to the number of days of eligibility.

Article 4 Scholarship for Outstanding Academic Achievement

1. A scholarship for outstanding academic achievement is awarded to students retroactively for excellent academic results in the previous unit of study. Where a provision is made in the Faculty Internal Regulation under paragraph 2, a scholarship may be awarded to students in the first unit of study in a post-bachelor programme, for excellent academic results in the previous bachelor's programme.
2. The award criteria for a scholarship for outstanding academic achievement are set out in the Faculty Internal Regulation under section 33 (2) (f) of the Higher Education Act, usually designated as "The Rules for Awarding Scholarships and Bursaries at the Faculty" ("the Faculty Internal Regulation"). The basic criterion consists in determining the average grade achieved or the weighted average grade achieved, or other similar indicator, from examinations and other graded study requirements over the previous unit of study. This indicator must be determined in accordance with Article 8 (13) of the University's Code of Study and Examination. A scholarship is awarded to a specific number of students with the best indicator, representing at least 10% students of a faculty, a programme of study or a unit of study, or a programme of study and a unit of study, where no obstacle to granting a scholarship under Article 13 has arisen.
3. The total amount of scholarship for outstanding academic achievement that can be paid to a student in a given academic year is from CZK 10,000 to CZK 50,000.
4. The specific amount of a scholarship for outstanding academic achievement at a faculty in a given academic year is determined by the dean, following an opinion given by the academic senate of the faculty.
5. Where the unit of study corresponds to a semester under the Faculty Internal Regulation, the Faculty Internal Regulation under paragraph 2 may provide that a scholarship is awarded to students retroactively for excellent academic results in the previous two units of study within the same academic year.
6. This scholarship may not be awarded to doctoral students.

Article 5 Scholarship for Outstanding RDI (Research, Development, and Innovation), Artistic, or Other Creative Achievement Contributing to Greater Knowledge

1. The award criteria for a scholarship for outstanding RDI, artistic, or other creative achievement contributing to greater knowledge are set out in the Faculty Internal Regulation under Article 4 (2).
2. The total amount of scholarship for outstanding RDI, artistic, or other creative achievement contributing to greater knowledge which may be paid to a student in a given academic year may not exceed CZK 100,000.

Article 6 Scholarship for RDI (Research, Development, and Innovation) Activities in Accordance with Special Legislation

1. The award criteria for a scholarship for RDI activities in accordance with Act No. 130/2002 Sb., to Support Research, Experimental Development and Innovation from Public Funds, and to Amend Certain Related Acts (the Act to Support Research, Experimental Development and Innovation) are set out in the Faculty Internal Regulation under Article 4 (2).
2. The total amount of scholarship under paragraph 1 that may be awarded to a student in a given academic year may not exceed CZK 360,000.
3. The amount under paragraph 2 does not include scholarships paid from the support for specific University research under section 3 (2) (c) of Act No. 130/2002 Sb., to Support Research, Experimental Development and Innovation from Public Funds, and to Amend Certain Related Acts (the Act to Support Research, Experimental Development and Innovation), as amended. The total amount of scholarship paid from the support for specific University research may not exceed CZK 300,000 for an academic year; the rules for awarding these scholarships are set out in the University Grant Rules.

Article 7 Bursary for a Student in a Difficult Social Situation

1. A bursary for a student in a difficult social situation is awarded based on the student's social situation in accordance with section 91 (3) of the Higher Education Act, in the amount determined in accordance with that provision of the Higher Education Act.
2. A Rector's measure determines the form, formal elements, and dates for the submission of bursary applications for students in a difficult social situation, as well as the time limits for the processing thereof, and the payment conditions. Unless otherwise provided in the Rector's measure, the bursary application is submitted in electronic form.
3. A bursary for a student in a difficult social situation is awarded by the Rector.
4. A bursary for a student in a difficult social situation is paid by the Rector's Office over ten months in an academic year.

5. As regards bursaries for students in other difficult social situations, the award criteria and the amount may be determined by the Rector.
6. Where a student is enrolled in several programmes of study, this bursary may be awarded and paid only once for the given period.

Article 8 Accommodation Bursary

1. An accommodation bursary is awarded by the Rector based on an assessment of the social situation of the student's household, in accordance with applicable legislation. The bursary is usually paid in two categories, at two separate rates. The detailed award criteria are set out in a Rector's measure on which the Academic Senate of the University ("the Senate") has given its opinion.
2. An accommodation bursary is also awarded to all students who are not subject to an obstacle to granting a bursary under Article 13, except for students to whom the bursary has already been awarded under paragraph 1.
3. The Rector's measure under paragraph 1 also determines the form, formal elements, and dates for the submission of applications for an accommodation bursary, the time limits for the processing thereof, and the payment conditions, as well as the indicators decisive for calculating the amount of the bursary under paragraph 2. Unless otherwise provided in the Rector's measure, the bursary application is submitted in electronic form.
4. The bursary is paid by the Rector's Office, by way of a non-cash payment to the student's account. This bursary is paid over ten months in an academic year to a student enrolled in a bachelor's or master's programme, and during the whole academic year to a doctoral student. Where a student is enrolled in several programmes of study, this bursary may be awarded and paid only once for the given period.

Article 9 Bursaries in Cases Worthy of Special Consideration

1. Bursaries in cases worthy of special consideration, such as participation in teaching and research activities, work in laboratories, contributions to the development of information technologies, international cooperation, excellent sports achievements, representation of the University, or laudable citizen acts, and so on, are awarded by a dean in accordance with the criteria set out in the Faculty Internal Regulation under Article 4 (2), or by the Rector.
2. The Rector or a dean may, in completely exceptional cases worthy of special consideration, award a bursary to a student in the form of an extraordinary prize. The criteria for awarding extraordinary prizes, the respective amounts, and other details are set out in the relevant Rector's measures or in the Faculty Internal Regulation under Article 4 (2).

Article 10 Bursary to Support Study Abroad

1. The award criteria for a bursary to support study abroad are set out in the Faculty Internal Regulation under Article 4 (2).
2. The total amount of a bursary to support study abroad that may be paid to a student in a given academic year may not exceed CZK 180,000.

Article 11 Bursary to Support Study in the Czech Republic

Foreigners may be awarded a bursary to support study in the Czech Republic. The award criteria for this bursary and the amount thereof are determined by the Rector or a dean in accordance with a Rector's measure on which the Senate has given its opinion. These criteria must comply with Article 23 of the Constitution of the University.

Article 12 Doctoral Bursary

1. A doctoral bursary is awarded to all students enrolled in a full-time doctoral programme during the standard length of study.
2. In the first year of full-time study, the amount of a doctoral bursary ranges from CZK 7,000 to CZK 15,000 per month. The specific amount within this range is determined by the dean, in accordance with the Faculty Internal Regulation under Article 4 (2) and following an opinion given by the faculty's academic senate.
3. The amount of a doctoral bursary in the second and third (or the fourth, where appropriate) year of full-time study ranges from CZK 7,600 to CZK 20,000 per month. The specific amount within this range is determined by the dean, in accordance with the Faculty Internal Regulation under Article 4 (2) and following an opinion given by the faculty's academic senate.
4. After a state doctoral examination is passed or a doctoral dissertation successfully defended, the doctoral bursary determined in accordance with paragraph 3 is increased by CZK 2,000 per month as of the following calendar month. The Faculty Internal Regulation under Article 4 (2) may provide that after the fulfilment of a student's specific study requirement, research requirement, or other requirement(s), the doctoral bursary under paragraph 2 or 3 will be increased by another amount not exceeding in total CZK 2,000 per month.
5. Where a regular assessment indicates the completion of an individual curriculum³, and where the doctoral student has achieved excellent academic results, the dean may, on the proposal of the supervisor or the Subject-Area Board, award to a student a further one-off doctoral bursary, not exceeding CZK 30,000.
6. Where the regular assessment leads to the conclusion that the student failed to fulfil some of the study requirements of his individual curriculum⁴, the dean may, on the proposal of the Subject-Area Board, award to the student a reduced doctoral bursary for the following academic year, or reduce the already awarded bursary by up to 50%. The dean may,

³ Article 10 (8) (a) of the Code of Study and Examination of Charles University.

⁴ Article 10 (8) (b) of the Code of Study and Examination of Charles University.

on the proposal of the Subject-Area Board, reinstate the doctoral bursary based on the conclusion of a subsequent regular assessment. The reinstatement of the doctoral bursary takes effect after the decision on the increase of the bursary has come into legal force.

7. Where the regular assessment leads to the conclusion that the student failed to fulfil the requirements of his individual curriculum⁵, the dean will adopt a decision about the withdrawal of the bursary.

8. Full-time doctoral students who pay the health insurance premium under section 5 (c) of Act No. 48/1997 Sb., on Public Health Insurance and on the Amendment and Supplement to Some Other Related Laws, as amended ("the Health Insurance Act"), may be awarded another bursary not exceeding the insurance premium paid under section 5 (c) of the Health Insurance Act. The bursary is paid twice a year. The details are set out in the Faculty Internal Regulation under Article 4 (2).

Article 13 Obstacles to Granting Scholarships and Bursaries

1. A scholarship or bursary may not be awarded or paid to a student where the actual length of study in a bachelor's or master's programme exceeds the standard length of this programme by more than two years, unless stipulated otherwise below.

2. A doctoral bursary may not be awarded to a student where the aggregate of completed full-time study exceeds the standard length of study in the programme in which the student is pursuing his studies. The aggregate of completed study includes:

a) the length of full-time study in the programme in which the student is pursuing his studies; and

b) the length of full-time study in the doctoral programmes terminated in accordance with section 56 (1) (a), (b), or (e) of the Higher Education Act;

the length of study under letter (b) is included only to the extent applicable after 1 January 1999, and the days during which the student pursued his studies in several programmes terminated in accordance with letter (b) or during which the student pursued his studies in accordance with letter (a) are included only once. Where a student is enrolled in several full-time doctoral programmes, this bursary may be awarded and paid for the given period only once, for the programme in which the student was enrolled first. Where such a programme cannot be determined, the bursary is awarded and paid for the programme determined by the Rector, upon the proposal made by the student and upon consideration with the deans of the faculties concerned.

3. Where the Subject-Area Board concludes, in the assessment of a doctoral student, that the student failed to fulfil the requirements of the individual curriculum, a doctoral bursary may not be paid.

4. An accommodation bursary may not be awarded or paid to a student where:

a) the student is pursuing his studies otherwise than as a full-time student;

b) the student is enrolled in a programme taught in a foreign language; or

c) the previous studies in the programmes at public higher education institutions were, more than twice, terminated rather than successfully completed; or

d) the actual length of study in one of the simultaneously pursued programmes exceeded the standard length of study in this programme by more than one year.

5. A bursary for a student in a difficult social situation may not be awarded or paid to a student where the actual length of study exceeded the standard length of study in this programme.

6. In addition to a scholarship for outstanding academic achievement, a scholarship or a bursary may be awarded and paid where:

a) the student successfully completed the study; or

b) the dean adopted a decision on an interruption to the student's studies, upon the student's application and the party concerned met the award criteria while he was a student; and in the case of scholarships or bursaries awarded upon an application, the application was submitted while the party concerned was a student.

7. The obstacles under this article:

a) cover the scholarships and bursaries under Article 14; and

b) do not cover the scholarships and bursaries under Article 15, unless otherwise provided in the Faculty Internal Regulation under Article 4 (2).

Article 14 Scholarships and Bursaries Paid from the Scholarships and Bursaries Fund

The scholarships and bursaries under Article 3 (1) may be partly or fully paid from the Scholarships and Bursaries Fund.

Article 15 Scholarships and Bursaries Paid from Other Sources

The scholarships and bursaries under Article 3 (1) may be partly or fully paid from other sources. The limits on maximum amounts do not apply to the scholarships and bursaries paid from other sources.

Part II Procedure for the Award, Reduction, or Withdrawal of a Scholarship or Bursary

⁵ Article 10 (8) (c) of the Code of Study and Examination of Charles University.

Article 16 Applying the Administrative Procedure Code

In the absence of special provisions in the Higher Education Act, the Administrative Procedure Code is to be applied to the decisions on the award, reduction, or withdrawal of a scholarship or bursary.

Article 17 Competence in First Instance Proceedings

1. Where the scholarship or bursary is awarded by a dean, the first instance proceedings are conducted at the faculty where the student is enrolled, except for scholarships under Article 3 (1) (b) and (c).
2. Where the scholarship or bursary is awarded in the first instance by the Rector, the proceedings are conducted at the University.
3. A dean awards, of his own motion, the scholarships and bursaries under Article 3 (1) (a) and (h), and may award, of his own motion, the scholarships and bursaries under Articles 6, 9, 14 and 15.
4. The Rector may award, upon application, the bursaries under Articles 7 to 9 and Article 11.

Article 18 First Instance Proceedings

1. The award of a scholarship or bursary is decided in the first instance by a dean or the Rector, as provided in this regulation. The Rector is the appeal body.
2. The proceedings concerning a student's application commence on the day on which a dean or the Rector received the application, if he decides in the first instance.⁶
3. Own motion proceedings commence:
 - a) in the case of a decision awarding a scholarship or bursary, upon the issuance of the decision; and
 - b) in the case of a decision reducing or withdrawing a scholarship or bursary, upon the issuance of the notice on the commencement of proceedings.
4. The student must indicate the following details in the application:
 - a) name and surname, as well as other names and the maiden name where appropriate, date of birth, and the address of permanent residence, as well the address for the delivery of mail if such an address differs from the address under section 63 (3) (b) of the Higher Education Act and which should be the address for mail delivery where it is not possible to deliver mail electronically⁷;
 - b) the subject matter of the application;
 - c) what is being requested; and
 - d) the signature.⁸
5. If an application for study lacks the prescribed requirements, or has any other defects, the dean or the Rector will help the student to correct the deficiencies, or will invite the student to rectify the deficiencies himself, and will provide a reasonable time period therefor.⁹
6. Where a dean or the Rector ascertains that a situation arose warranting the discontinuation of the proceedings, he will discontinue the proceedings without undue delay by adopting a resolution.¹⁰
7. A decision is issued in writing, and it contains a statement part, reasoning, and notice of the right to appeal.¹¹
8. The statement part may include one or more statements, or subsidiary provisions. The statement part presents a solution to the issue in question, the applicable legal provisions, including the University/faculty internal regulations, the student's identification in accordance with paragraph 4 (a), and the identification of the study in question.¹²
9. The reasoning presents the reasons underlying the statement(s), the grounds for the issuance of the decision, the considerations which have guided the dean or the Rector in the evaluation thereof and in the interpretation of the legal regulations, and the internal University/faculty regulations.¹³
10. The notice of the right to appeal indicates whether or not an appeal may be filed against the decision, the time limit for filing such appeal and the time period starts to run, that the Rector will decide on the appeal, and whether the appeal should be filed with a dean or the Rector.¹⁴
11. The decision issued in writing is stamped with the official stamp and signed by a person in authority.¹⁵
12. The decision taken by a dean or the Rector, as first instance bodies, comes into legal force when the period for filing an appeal has expired to no effect, or once the student waives his right to appeal, as well as in cases referred to in Article 19 (19) and (20).

Article 19 Appeal

6 S. 44 (1) of the Administrative Procedure Code.
7 S. 69a of the Higher Education Act.
8 S. 37 (2) of the Administrative Procedure Code.
9 S. 37 (3) of the Administrative Procedure Code.
10 S. 66 of the Administrative Procedure Code.
11 S. 67 (2) of the Administrative Procedure Code.
12 S. 68 (2) of the Administrative Procedure Code.
13 S. 68 (3) of the Administrative Procedure Code.
14 S. 68 (5) of the Administrative Procedure Code.
15 S. 69 (1) of the Administrative Procedure Code.

1. A student may appeal a decision.¹⁶ A student who waived his right to appeal after being notified of the decision no longer has the right to file an appeal.¹⁷ If a student withdraws an appeal once filed, he cannot file such appeal again.¹⁸
2. An appeal may be filed to contest the statement, or any of its individual statements or subsidiary provisions; an appeal filed only against the reasoning is impermissible.¹⁹ An appeal must clearly state the decision which is being challenged as well as what is being proposed. In addition to the elements referred to in Article 18 (4), an appeal must state in which ways the decision or the previous proceedings allegedly violate legal regulations or internal regulations.
3. Any new facts and proposals of new evidence, which are mentioned in the appeal or during the appeal proceedings, will be taken into account when dealing with the student's application only if such facts or motions could not have been presented earlier. Where the student claims that he was not allowed to carry out a specific act during the proceedings in the first instance, such act must be carried out simultaneously with the appeal.²⁰
4. The period for filing an appeal is within thirty days of the date of notification of the decision.²¹ An appeal has met the deadline if the letter containing the appeal is submitted to the postal service operator on the last day of the deadline.²² An appeal may be lodged only after the decision has been issued. Where an appeal is filed before the decision is notified to the student, it is deemed to have been filed on the first day of the appeal period.²³
5. In the case of missing, incomplete, or incorrect notification of the right to appeal, an appeal may be filed within fifteen days of the date of notification of a rectifying resolution, if such resolution has been issued, but no later than within ninety days of the date of the notification of the decision.²⁴ A student who has demonstrably become acquainted with the decision may not challenge the failure to be notified of the decision. In this case, an appeal may be filed within ninety days of the date on which the student became aware of the decision.²⁵
6. A student may apply for a waiver of the prescribed time limit for appeal within fifteen days of the date on which the obstacle that prevented him from filing an appeal ceased to exist. This application may have a suspensory effect if there is a risk of serious harm for the student. The application will not be processed unless the student files an appeal simultaneously. The prescribed time period for appeal will be waived if the student shows that he missed the deadline for serious reasons arising through no fault of his own. The dean will decide on the waiver of the prescribed time period for appeal in the form of a resolution. The prescribed time period for appeal may not be waived if one year has passed from the day on which the appeal was to be filed.²⁶
7. A permissible appeal that was filed on time has a suspensive effect. The suspensive effect of an appeal prevents the decision from coming into legal force, becoming enforceable, or having other legal effects.²⁷ The suspensive effect of an appeal may not be excluded.²⁸
8. An appeal is filed with the dean.²⁹
9. The dean amends the proceedings according to the circumstances; this does not apply if the appeal was filed late or if it was impermissible.³⁰
10. The dean may change or cancel the decision if this fully satisfied the appeal. An appeal may be filed against such decision.³¹ The provisions of Article 18 (7) to (12) apply by analogy.
11. If the dean does not find that the circumstances warrant application of the procedure under paragraph 10, he will hand over the file along with his opinion, to the appellate administrative body, i.e., to the Rector, no later than thirty days of the date on which the appeal was delivered. In case of a late or impermissible appeal, the dean will hand over the file to the Rector within ten days. In his opinion, the dean will limit himself to the statement of the reasons decisive for the assessment of the appeal as late or impermissible.³²
12. If, prior to the handover of the file to the Rector, the dean ascertains that a circumstance justifying the discontinuance of the proceedings has occurred he will, without undue delay, cancel the challenged decision and discontinue the proceedings.³³

16 S. 81 (1) of the Administrative Procedure Code.

17 S. 81 (2) of the Administrative Procedure Code.

18 S. 81 (3) of the Administrative Procedure Code.

19 S. 82 (1) of the Administrative Procedure Code.

20 S. 82 (4) of the Administrative Procedure Code.

21 The first sentence of s. 68 (4) of the Higher Education Act.

22 S. 40 (1) (d) of the Administrative Procedure Code.

23 The second and third sentences of s. 83 (1) of the Administrative Procedure Code.

24 S. 83 (2) of the Administrative Procedure Code.

25 S. 84 (2) of the Administrative Procedure Code.

26 S. 41 (2) to (4) and (6) of the Administrative Procedure Code.

27 S. 85 (1) of the Administrative Procedure Code.

28 The second sentence of s. 68 (4) of the Higher Education Act.

29 S. 86 (1) of the Administrative Procedure Code.

30 The second and third sentences of s. 86 (2) of the Administrative Procedure Code.

31 S. 87 of the Administrative Procedure Code.

32 S. 88 (1) of the Administrative Procedure Code and s. 68 (5) of the Higher Education Act.

33 S. 88 (2) of the Administrative Procedure Code.

13. The Rector reviews the compliance of the appealed decision and the proceedings preceding it with the legal regulations and internal regulations.³⁴ No account will be taken of the defects in the proceedings which cannot be reasonably held to have affected the compliance of the appealed decision with the legal regulations or internal regulations.³⁵

14. If the Rector concludes that the appealed decision is in conflict with the legal regulations or internal regulations:

a) he cancels the challenged decision or a part thereof, and discontinues the proceedings;

b) he cancels the challenged decision or a part thereof, and returns the case to the dean for new proceedings. In the reasoning of such decision, the Rector states his legal opinion which is binding on the dean in new proceedings on the case. The new decision may be appealed; or

c) the Rector amends the challenged decision or a part thereof; such a change may not be made if it poses a risk of harm to the applicant due to a loss of an opportunity to file an appeal. The student is entitled to comment on the documents newly produced by the Rector on which the decision is based. If it is necessary to rectify errors in the reasoning, the Rector will change the decision in the reasoning part. The Rector may not change the challenged decision to the detriment of the student unless the challenged decision contravenes legal regulations.³⁶

15. If the Rector fails to find a reason to apply the procedure under paragraphs 14, 16, or 17, he dismisses the appeal and affirms the appealed decision. If the Rector changes or cancels the challenged decision only in part, he will affirm the remaining part of the decision.³⁷

16. If the Rector ascertains that a circumstance justifying the discontinuance of proceedings has arisen, he will cancel the appealed decision, and discontinue the proceedings without delay.³⁸

17. The Rector will dismiss an appeal if it was filed late or if it is impermissible. If the decision has already come into legal force, the Rector will subsequently examine whether or not the circumstances warrant a review under review proceedings, the opening of new proceedings, or the issuance of a new decision. If the Rector finds grounds to initiate review proceedings, open new proceedings, or issue a new decision, the late or impermissible appeal is deemed to be a motion to initiate review proceedings, open new proceedings, or issue a new decision.³⁹ If the Rector concludes that the appeal was filed on time and is admissible, the Rector will return the case to the dean.⁴⁰

18. The Rector will issue a decision in the appeal proceedings within thirty days; the period starts to run on the date on which the file was handed over to the Rector.⁴¹ The provisions of Article 18 (7) to (11) apply to the Rector's decision by analogy.

19. No further appeal may be filed against the Rector's decision. The Rector's decision comes into legal force when it is notified to the student.⁴² A dean's decision affirmed under paragraph 15 comes into legal force simultaneously with the Rector's decision.

20. If the student withdraws his appeal, the appeal proceedings are discontinued on the day on which the appeal is withdrawn. The appealed decision comes into legal force on the day following the discontinuance of proceedings. A resolution is issued regarding the fact that the proceedings have been discontinued. This resolution is recorded in the file and the student is notified thereof. An appeal may only be withdrawn before the issuance of the Rector's decision.⁴³

Article 20 Follow-up

As follow-up to the decision under Article 19 (14), the Rector or the dean will take measures to ensure that the student's rights are reinstated, and the consequences of the incorrect decision are removed or at least mitigated.⁴⁴

Part III Transitional and Final Provisions

Article 21

1. The Scholarships and Bursaries Code of Charles University registered by the Ministry of Education, Youth and Sports on 26 April 1999, as amended, is hereby repealed.

2. The proceedings started under the Scholarships and Bursaries Code will be completed under these Scholarship and Bursary Rules.

3. These Rules were approved by the Academic Senate on 9 December 2016.

4. These Rules come into force on the date of registration by the Ministry of Education, Youth and Sports.⁴⁵

34 S. 68 (6) of the Higher Education Act.

35 The third sentence of s. 89 (2) of the Administrative Procedure Code.

36 S. 90 (1) and (3) of the Administrative Procedure Code.

37 S. 90 (5) of the Administrative Procedure Code.

38 S. 90 (4) of the Administrative Procedure Code.

39 S. 92 (1) of the Administrative Procedure Code.

40 S. 92 (2) of the Administrative Procedure Code.

41 S. 90 (6) of the Administrative Procedure Code.

42 S. 91 (1) of the Administrative Procedure Code.

43 S. 91 (3) of the Administrative Procedure Code.

44 S. 68 (7) of the Higher Education Act.

45 S. 36 of the Higher Education Act. The registration was completed on 14 December 2016.

5. These Rules become effective on the first day of the 2017-2018 academic year.

PhDr. Tomáš Nigrin, Ph.D.
President of the Academic Senate

Prof. MUDr. Tomáš Zima, DrSc.
Rector